

**A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**07- *R* -1944**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NO. 3 FOR THE AGREEMENT WITH SOUTHEAST ENERGY ASSISTANCE FOR FC-6005007948, CARE AND CONSERVE PROGRAM, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO PROVIDE FOR THE CONTINUED ADMINISTRATION OF THE PROGRAM IN AN AMOUNT NOT TO EXCEED NINE HUNDRED SEVENTY-SEVEN THOUSAND FIVE HUNDRED SIXTY-ONE DOLLARS AND SIXTY CENTS (\$977,561.60) TO BE CHARGED TO AND PAID FROM FUND, ACCOUNT, CENTER NUMBERS 1B02 (COMMUNITY DEVELOPMENT BLOCK GRANT) 529002 (SERVICE GRANT) Q11W02CBA27A (CARE & CONSERVE CD-54) [\$200,00.00] AND 3P02 (TRUST FUND) 529002 (SERVICE GRANT) Q11W02CBQNA0 (CARE & CONSERVE FUND) [\$777,561.60]; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta ("City") entered into an Agreement for FC-6005007948, Care and Conserve Program, with contractor Southeast Energy Assistance; and

**WHEREAS**, the Care and Conserve Fund was established to assist low income families and individuals who are experiencing hardships and having difficulty paying their water and sewer bills; and

**WHEREAS**, the Care and Conserve Program also provides assistance to customers with plumbing repairs and with the installation of water conservation devices; and

**WHEREAS**, the Care and Conserve Fund is maintained separately from Water & Sewer Revenue Funds and is funded through Department of Watershed Management property cellular tower leases, grant monies, volunteer contributions and corporate donation; and

**WHEREAS**, the Care and Conserve Program benefits all customers of the City of Atlanta Department of Watershed Management by reducing the burden of outstanding debt on the system and promoting the most efficient use of our water resources; and

**WHEREAS**, an Amendment No. 1 was approved by Council and the Mayor in 05-R-0983 which was executed on September 7, 2005; and

**WHEREAS**, an Amendment No. 2 was approved by Council and the Mayor in 06-R-1946 which was executed on December 7, 2006;

**WHEREAS**, the Commissioner of the Department of Watershed Management recommends Amendment No. 3 with Southeast Energy Assistance for FC-6005007948, the Care and Conserve Program.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor is authorized to execute Amendment No. 3 with Southeast

Energy Assistance (“SEA”) for FC-6005007948, Implementation and Operation of the Care & Conserve Program, for the continued administration of the program in an amount not to exceed Nine Hundred Seventy-Seven Thousand Five Hundred Sixty-One Dollars and Sixty Cents (\$977,561.60) to be charged to and paid from Fund, Account, and Center Numbers 1B02 (Community Development Block Grant) 529002 (Service Grant) Q11W02CBA27A (Care & Conserve CD-54) [\$200,00.00] and 3P02 (Trust Fund) 529002 (Service Grant) Q11W02CBQNA0 (Care & Conserve Fund) [\$777,561.60]

**BE IT FURTHER RESOLVED**, that the City Attorney is directed to prepare an appropriate agreement for execution by the Mayor.

**BE IT FINALLY RESOLVED**, that the Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to the SEA.

**Part II: Legislative White Paper**

**A. To be completed by Legislative Counsel:**

**Committee of Purview: City Utilities**

**Caption: A RESOLUTION  
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**Council Meeting Date: September 17, 2007**

**Requesting Dept.: Watershed Management**

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

The purpose of this legislation is to authorize Amendment No. 3 for the Care and Conserve contract with Southeast Energy Assistance for FC-6005007948.

**2. Please provide background information regarding this legislation.**

This resolution reflects the Department's desire to continue to provide assistance for low income families and individuals of the City of Atlanta with who are experiencing hardships and having difficulty paying their water and sewer bills.

**3. If Applicable/Known:**

**(a) Contract Type (e.g. Professional Services, Construction Agreement, etc): Professional Services.**

- (b) **Source Selection:** Non-Applicable
- (c) **Bids/Proposals Due:** Non-applicable
- (d) **Invitations Issued:** Non-applicable
- (e) **Number of Bids:** Non-applicable
- (f) **Proposals Received:** Non-applicable
- (g) **Bidders/Proponents:** Non-applicable
- (h) **Term of Contract:** Five (5) years.

**4. Fund Account Center (Ex. Name and number):** 1B02 (Community Development Block Grant Fund) 529002 (Service Grant) Q11W02CBA27A (Care & Conserve CD-54) (\$200,000.00) and 3P02 (Trust Fund) 529002 (Service Grant) Q11W02CBQNA0 (Care & Conserve Fund) (\$777,561.60).

**Fund:** \_\_\_\_\_ **Account:** \_\_\_\_\_ **Center:** \_\_\_\_\_

**5. Source of Funds: Example: Local Assistance Grant** Community Development Block Grant Fund, Care & Conserve CD-54, Service Grant, Trust Fund, and Care & Conserve Fund.

**6. Fiscal Impact:** Nine Hundred Seventy Seven Thousand Five Hundred Sixty-One Dollars and Six Cents (\$977,561.60).

**7. Method of Cost Recovery:** Non-applicable

**This Legislative Request Form Was Prepared By:** Cynthia P. Brinkley, Contracting Officer, Sr.



CITY OF ATLANTA  
DEPT. OF PROCUREMENT  
07 AUG 28 PM 3:41

## CITY OF ATLANTA

SHIRLEY FRANKLIN  
MAYOR

55 TRINITY AVENUE SW, SUITE 5400  
ATLANTA, GEORGIA 30303-0312  
OFFICE (404) 330-6081  
FAX (404) 658-7194

DEPARTMENT OF  
WATERSHED MANAGEMENT  
ROBERT J. HUNTER  
COMMISSIONER

### MEMORANDUM

**TO:** Adam L. Smith, Chief Procurement Officer  
Department of Procurement

**FROM:** Robert J. Hunter, Commissioner  
Department of Watershed Management

**DATE:** August 27, 2007

**RE:** **REQUEST TO AMEND FC-6005007948, CARE &  
CONSERVE AGREEMENT / AMENDMENT NO.#3  
CONTRACTOR: Southeast Energy Assistance**

The Department of Watershed Management is in need of amending its agreement with Southeast Energy Assistance to extend their term of the contract and to provide continued administration of the program.

Southeast Energy Assistance provides assistance to low income families and individuals who are experiencing hardships and having difficulty paying their water and sewer bills.

We anticipate services in an amount not to exceed **Nine Hundred Seventy-seven Thousand Five Hundred and Sixty-one Dollars and Sixty Cents (\$977,561.60)**. The cost shall be received from Fund, Account, and Center Numbers: **#1B02 (Community Development Block Grant Fund) 529002 (Service Grant) Q11W02CBA27A (Care and Conserve CD-54) (\$200,000.00) and 3P02 (Trust Fund) 529002 (Service Grant) Q11W02CBQNA0 (Care and Conserve Fund) (\$777,561.60)**

Adam L. Smith  
August 27, 2007  
Page Two

Should you have any questions, or if further assistance is required, please contact Cynthia P. Brinkley, Contracting Officer, at (404) 330-6096.

Thank you for your assistance in this matter.

RJH/CPB

C:     Sheila C. Pierce, DWM  
        Cathy Martin, DOP  
        Carl Hall, DOP  
        Melinda Langston, DWM – BCR  
        Elizabeth D'agostino, DWM – BCR  
        Cynthia P. Brinkley, DWM – BOM

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Department's Legislative Liaison Maisha L. Wood

Contact Number: x6207

Originating Department: Watershed Management

Committee(s) of Purview: City Utilities

Council Deadline: September 4, 2007

Anticipated Committee Meeting Date(s): September 11, 2007

Anticipated Full Council Date: September 17, 2007

Legislative Counsel (Signature): M. Theresa Stewart

Commissioner Signature Robert J. Hunter

Chief Procurement Officer Signature: Edna L. Smith

CAPTION

A RESOLUTION  
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A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NO. 3 FOR THE AGREEMENT WITH SOUTHEAST ENERGY ASSISTANCE FOR FC-6005007948, CARE AND CONSERVE PROGRAM, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT TO PROVIDE FOR THE CONTINUED ADMINISTRATION OF THE PROGRAM IN AN AMOUNT NOT TO EXCEED NINE HUNDRED SEVENTY-SEVEN THOUSAND FIVE HUNDRED SIXTY-ONE DOLLARS AND SIXTY CENTS (\$977,561.60) TO BE CHARGED TO AND PAID FROM FUND, ACCOUNT, CENTER NUMBERS 1B02 (COMMUNITY DEVELOPMENT BLOCK GRANT) 529002 (SERVICE GRANT) Q11W02CBA27A (CARE & CONSERVE CD-54) [\$200,00.00] AND 3P02 (TRUST FUND) 529002 (SERVICE GRANT) Q11W02CBQNA0 (CARE & CONSERVE FUND) [\$777,561.60]; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any):

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_  
(date) (date)

Received by Mayor's Office: 9.10.07 Reviewed by: gs  
(date) (date)

Submitted to Council: 9/14/07  
(date)

## LEGISLATIVE SUMMARY

**TO: CITY UTILITIES COMMITTEE**

### **CAPTION**

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<b>Committee Meeting Date:</b>	<b>September 25, 2007</b>
<b>Council Meeting Date:</b>	<b>October 1, 2007</b>
<b>Legislation Title:</b>	<b>FC-6005007948, CARE AND CONSERVE PROGRAM AMENDMENT NO. 3</b>
<b>Requesting Dept.:</b>	<b>Watershed Management</b>
<b>Contract Type:</b>	<b>Services</b>
<b>Contractor:</b>	<b>Southeast Energy Assistance</b>
<b>Estimated Value:</b>	<b>\$977,561.60</b>
<b>Scope Summary:</b>	To assist low income families and individuals who are experiencing difficulty paying water and sewer bills and who are in need of plumbing repairs and water conservation devices.
<b>Background:</b>	(1) City entered into original agreement with Southeast Energy Assistance 06/24/98 (2) City entered into Amendment No. 1 with Southeast Energy Assistance (\$550,000.00) 09/07/05 (3) City entered into Amendment No. 2 with Southeast Energy Assistance (\$977,561.60) 12/07/06
<b>Term of Contract:</b>	<b>Five (5) Years, Effective September 7, 2006</b>
<b>Fund Account Centers:</b>	1B02 (Community Development Block Grant) 529002 (Service Grant) Q11W02CBA27A (Care & Conserve CD-54) [\$200,00.00] and 3P02 (Trust Fund) 529002 (Service Grant) Q11W02CBQNA0 (Care & Conserve Fund) [\$777,561.60]



**Prepared By:**

Carl A. Hall

**Contact Number:**

404-330-6057